

Retention and Classification Report

Agency: Emery County (Utah). County Auditor (2530)

Emery County Courthouse
75 East Main, PO Box 907
Castle Dale, UT 84513
435-381-3550

Records Officer

13081 Tax valuations

AGENCY: Emery County (Utah). County Auditor

SERIES: 13081

3

TITLE: Tax valuations

DATES: 1981-

ARRANGEMENT: none

DESCRIPTION:

These files contain various forms which report to the county auditor the official levies set by the county commission, city councils, school boards, and special district directors. Includes the names of the government entity, year, purpose of levy, legal authorization, mills levied, total levy, certification by taxing unit (date and authorizing signature), and certification by county auditor. Attached to these forms are all necessary back up information.

RETENTION:

Retain 1 year.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 13, Item 19.

AUTHORIZED: //

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office for 1 year or until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Records Center for 1 year and then destroy.

Microfilm duplicate: Retain in Office for 1 year and then destroy.

AGENCY: Emery County (Utah). County Auditor

SERIES: 13081

TITLE: Tax valuations

(continued)

APPRAISAL:

PRIMARY CLASSIFICATION:

Public